

2.0 ROLES AND RESPONSIBILITIES

This section presents the OMAO organizational structure, roles and responsibilities, and sources of additional information.

2.1 OMAO ORGANIZATION AND ROLES AND RESPONSIBILITIES

Responsibilities

This manual is in keeping with and will not diminish the established responsibilities of the OMAO, the MOC, the Aircraft Operations Center (AOC), Designated Responsible Official (DRO), Commanding Officer/Master, Aircraft Commanders, supervisors, or managers. Oversight for compliance with environmental regulations by OMAO centers, ships, and aircraft is accomplished via a shared responsibility between the OMAO environmental staff and the NOAA Environmental Compliance and Safety Division. NOAA Administrative Order (NAO) 216-17 establishes the NOAA Environmental Compliance Program and responsibilities for environmental compliance in accordance with all applicable Federal, state, and local environmental requirements.

The OMAO retains the responsibility to oversee compliance with environmental regulations and the management of hazardous materials and wastes generated by MOCs, bases, ships, and aircraft.

The Line Office Environmental Compliance Officer (LECO), located in OMAO Program Services and Outsourcing Staff, OMAOx3, is responsible for assisting MOCs, AOCs, NOAA vessels and aircraft, the SECO, and the Facility Environmental Coordinators (FEC) with environmental compliance responsibilities. The LECO is knowledgeable of international, Federal, and state regulations.

The MOC Director is responsible to the Director of OMAO for compliance with Federal, state, and local environmental regulations.

The MOC SECO is responsible to the MOC Director. MOC SECO is responsible for providing technical advice and guidelines to the MOC Director, DROs, vessel commands, managers and other personnel regarding various safety, health, and environmental compliance issues. The SECO provides assistance to ensure OMAOs activities are conducted in a safe and environmental compliant matter.

The FEC is responsible for ensuring the daily activities carried out at a facility are conducted in accordance with Federal, state, and local environmental regulations. The FEC is also responsible for compliance with occupational safety and health requirements at the facility.

The Commanding Officers/Masters and Aircraft Commanders are responsible to the MOC/AOC Director for compliance with Federal, state, and local environmental regulations and this manual aboard their respective commands.

The vessel Environmental Compliance Officer (ECO) is responsible to the Commanding Officer/Master for implementation of Federal, state, and local environmental regulations and this manual aboard their respective ships.

The Regional Environmental Compliance Officer (RECO) has responsibility to assist NOAA managers by providing technical guidance with environmental compliance. The RECO is knowledgeable of Federal, state, and local regulations affecting OMAO facilities within their region.

The NOAA Office of General Counsel is responsible for and available to provide legal advice and counsel on environmental compliance issues.

MOC directors will designate, in writing, the FEC who will be responsible for compliance with the environmental regulations at their respective center or bases. Commanding Officers/Masters will designate, in writing, the ECO who will be responsible for compliance with environmental regulations on their ships. These written designations will be posted to employees personnel folder with a copy forwarded to the OMAO Program Services and Outsourcing Staff, OMAOx3 and MOC SECO.

The FEC and ECO will conduct self environmental audits or inspections of their area of responsibility and report their finding to their respective center's director or Commanding Officer/Master annually. The results will form the basis for any actions or initiatives required to bring the center, vessel, or aircraft into compliance. The ECO will use the NOAA Ship Environmental Compliance Protocol and the self audit checklist for this purpose. A copy of the check list is provided in Appendix B.

When NOAA vessels and aircraft transfer hazardous materials or hazardous waste to on shore or ground facility the responsibility for proper management of the material (storage and disposal) is also transferred to the facility. In order to enable the receiving facility to properly assume responsibility for the

transferred material, it is imperative that the Commanding Officer/Masters and Aircraft Commanders transfer hazardous waste and materials in accordance with this manual and all environmental related directives of the facility. Facility-use contracts, rental agreements, and leases shall require that the owner of the facility be responsible for ensuring that the facility complies with all applicable environmental regulations.

The centers, and bases, and leased facilities shall provide a hazardous waste or material storage/accumulation area of sufficient size and capacity to meet the needs of the ships and aircrafts using the facility. The areas shall comply with all applicable Federal, state, and local regulations.

Performance Plans

Senior OMAO management and Commanding Officers will have environmental compliance responsibilities incorporated into their performance criteria. The plans are to include the following under Leadership and Management performance element: “Ensure organizational compliance with all relevant environmental statutes and regulations.”

OMAO employees who manage or handle hazardous materials and their supervisory chain of command will have included in their respective performance plans a direct reference to their specific responsibilities. Performance plans will contain a separate, stand-alone performance element. Suggested wording for the element is as follows:

Element	Environmental Compliance Program
Objective	To comply with the environmental compliance requirements specified in Department of Commerce (DOC) Administrative Order (DAO) 216-17, NAO 216-17, and Executive Order 12088

Major Activities

1. Coordinates day-to-day environmental compliance.
2. Implements environmentally sound practices.
3. Participates in appropriate training, meetings, conferences, and other activities.
4. Provides applicable reports in a timely matter.

Figure 1 provides the organization structure of the Environmental Compliance Program within OMAO. Table 1 lists the roles and responsibilities for NOAA vessel and on shore personnel.

2.2 SOURCES FOR ADDITIONAL INFORMATION

OMAO Staff Contacts

Bill Cunningham, OMAO LECO, 301/ 713/3435, ext. 183, email Bill.Cunningham@noaa.gov

OMAO Fleet Inspection, 301/713/4322, ext. 177

MOC Staff Contacts

James Schell MOC SECO, 206/553/0121, email James.Schell@noaa.gov

MOC-Atlantic – Robert Lundy, 757/441/6697, email Robert.Lundy@noaa.gov

MOC-Pacific – Bill Brandenburg, 206/553/4597, email Bill.Brandenburg@noaa.gov

AOC Contacts

Bruce Topey, Commander, USPHS, 813/828/3310, ext. 3102, email Bruce.Topey@noaa.gov

NOAA Environmental and Safety Compliance Staff

Headquarters Silver Spring, Maryland, General Contact, 301/713/2879

Regional Environmental Compliance Officers

CASC: Sherilyn Villegas, 816/426/7456, ext. 263, email Sherilyn.S.Villegas@noaa.gov

EASC: Lynnette Ansell, 757/441/6298, email Lynnette.J.Ansell@noaa.gov

WASC: Minh Trinh, 206/526/6647, email Thanh.M.Trinh@noaa.gov

Regional Safety Managers

EASC: Beth Walter, 757/441/6297, email Beth.D.Walter@noaa.gov

WASC: Joe Duran, 206 526-6049, email Joe.G.Duran@noaa.gov

CASC: Ron Mattox, 816/426/8925, ext. 242, email Ronald.D.Mattox@noaa.gov

Web Sites

NOAA Environmental Compliance & Safety Web Site: <http://www.ecs.noaa.gov>

NOAA Office of Response and Restoration Web Site: <http://response.restoration.noaa.gov>

OMAO Environmental Compliance Web site: to be developed

MOC Doc Web Site: SEE MOC DOC's CD